



STATE OF MICHIGAN

JENNIFER M. GRANHOLM
GOVERNOR

EMERGENCY TELEPHONE SERVICE COMMITTEE
EAST LANSING

SHERIFF DALE GRIBLER
CHAIR

ETSC MEETING
State Capitol Building
Room 426
Lansing

September 21, 2004
10 a.m.

MEETING MINUTES

MEMBERS PRESENT	REPRESENTING
Sheriff Dale Gribler, Chair	Michigan Sheriffs' Association
Ms. Suzan Hensel	National Emergency Number Association
Chief Kay Hoffman	Michigan Association of Chiefs of Police
Mr. William Charon	Michigan Communications Directors Assoc.
Mr. Steve Berenbaum	Telecommunications Association of Michigan
Ms. Patricia Coates	Assn. of Public Safety Comm. Officials
Mr. Charles Nystrom	Public Member, House Appointee
Tpr. Michael Moorman	Michigan State Police Troopers Association
Undersheriff Jim Hull	Deputy Sheriff's Association
Mr. Hugh Crawford	Michigan Association of Counties
Mr. Lloyd Fayling	Public Member, Senate Appointee
Ms. Norene Lind	Dept. of Labor and Economic Growth
Lt. Col. Peter Munoz, Vice Chair	Department of State Police
Mr. Dale Berry	Michigan Association of Ambulance Services
Mr. Leonard Norman, representing Mr. John Buczek	Fraternal Order of Police
Mr. Daniel Kearney	Michigan Public Service Commission
Chief Paul Trinka	Michigan Association of Fire Chiefs
Mr. John Hunt	Public Member, Governor's Appointee
Mr. Monty Nye, representing Mr. Paul Hufnagel	Michigan Professional Firefighters Union
Mr. Jim Loeper, representing Mr. Robert Struck	UP Emergency Medical Services Corporation
MEMBERS ABSENT	REPRESENTING
Mr. Scott Temple	Commercial Mobile Radio Service
STAFF SUPPORT	REPRESENTING
Sgt. Matt Bolger	Michigan State Police
Ms. Mary Jo Hovey	Michigan State Police
Ms. Jodie Frese	Michigan State Police
Ms. Harriet Miller-Brown	Michigan State Police
Ms. Janet Hengesbach	Michigan State Police

Association of Public Safety Communications Officials • Commercial Mobile Radio Service • Department of Labor and Economic Growth •
Department of State Police • Deputy Sheriff's Association • Fraternal Order of Police • Michigan Association of Ambulance Services •
Michigan Association of Chiefs of Police • Michigan Association of Counties • Michigan Communications Directors Association • Michigan Association of Fire Chiefs •
Michigan Professional Firefighters Union • Michigan Public Service Commission • Michigan Sheriffs' Association • Michigan State Police Troopers Association •
National Emergency Number Association • Telecommunications Association of Michigan • Upper Peninsula Emergency Medical Services •
Members of the general public appointed by the Governor, Speaker of the House, and Majority Leader of the Senate

714 SOUTH HARRISON ROAD • EAST LANSING, MICHIGAN 48823
www.michigan.gov/msp • (517) 336-6163

Printed by members of:



ROLL CALL

The Emergency Telephone Service Committee (ETSC) meeting was called to order by Sheriff Dale Gribler at 10 a.m. Roll call was taken and a quorum was present for the meeting.

Mr. Dan Kearney advised there was a major power failure at the MPSC. The meeting scheduled for today has been moved to 1 p.m.

Immediately following today's meeting there will be a group photo taken of the ETSC members.

A retirement party for Mr. Paul Rogers, Eaton County Central Dispatch, is scheduled for October 21, 2004. Sheriff Gribler wished Mr. Rogers well in his retirement and thanked him for all his work with Michigan's 9-1-1 and the ETSC.

Sheriff Gribler also thanked the Michigan NENA Chapter for providing today's refreshments.

INTRODUCTION OF NEW STAFF MEMBERS

Sheriff Gribler introduced the new State 9-1-1 Administrator, Ms. Harriet Miller-Brown, and her assistant, Ms. Janet Hengesbach. Ms. Mary Jo Hovey and Ms. Jodie Frese were thanked for their service to the ETSC.

APPROVAL OF MINUTES

A **MOTION** was made by Mr. Charles Nystrom to approve the minutes of the June 15, 2004, ETSC meeting. Supported by Chief Kay Hoffman, the motion carried.

OLD BUSINESS

A. Reimbursement of Travel Expenses for ETSC Members – Attorney General's Opinion

Lt. Col. Peter Munoz provided an overview of the Attorney General's opinion on reimbursement of travel expenses to ETSC members. Lt. Colonel Munoz is concerned about covering these expenses through monies received for the 9-1-1 Administrator, as he has not yet been able to ascertain how much funding will be received. It was agreed that reimbursement will be sought through the organization that the member represents on the ETSC. The Michigan State Police (MSP) will continue to cover travel expenses for the representative from the Upper Peninsula Emergency Medical Services Corporation to attend the ETSC meetings.

The Recertification Subcommittee was asked to draft guidelines for reimbursement of travel expenses to ETSC members when conducting compliance reviews. Until then, the Michigan State Police will cover these expenses.

NEW BUSINESS

A. Selection of Chair for Dispatcher Training Subcommittee

Tpr. Michael Moorman was appointed Chair of the Dispatcher Training Subcommittee. Mr. Charles Nystrom was thanked for his years of service to this subcommittee.

B. Subcommittee Memberships – Letter of Request to Serve

Sheriff Dale Gribler noted the bylaws that were revised in 2001 require the chair of a subcommittee to be a representative of the ETSC board. Subcommittee listings need to be updated as many individuals have dropped off without notifying the office staff. Individuals wishing to serve or remain as a subcommittee member are requested to submit a letter of interest to the subcommittee chair which will be kept on file in the 9-1-1 Administrator's office.

Sheriff Gribler also noted the attendance policy for meetings. Attendance is tracked and notification made to the organization an absent member represents when more than three ETSC meetings are unattended.

C. 2005 ETSC Meeting Dates

Meeting dates are set as follows and coincide with dates from the 2004 meetings:

March 22, 2005
June 14, 2005
September 20, 2005 (changed to September 19, 2005)
December 13, 2005

Mr. Jim Loeper expressed interest in having one of the meetings held in the Upper Peninsula. Sheriff Gribler noted that meetings were previously moved around the state. Problems have occurred with holding a meeting in conjunction with an association conference as not enough time could be allowed for the meeting. Another concern is having a quorum present for the meetings.

A motion was made by Mr. William Charon to hold at least one ETSC meeting at a location in the Upper Peninsula during 2005. Supported by Mr. Charles Nystrom, the motion carried.

Ms. Pam Matelski volunteered to host the meeting and provide a location for the September 20, 2005, ETSC meeting. Ms. Norene Lind recommended moving the September date to Monday, September 19, 2005, to allow travel flexibility for the ETSC members. Members agreed to the change.

D. Election of Officers for 2005

Sheriff Gribler announced that elections would take place at the December 2004 ETSC meeting for the positions of chair and vice chair. Typically nominations and voting have been held at the same time. Members were asked to give consideration to running for one of these positions.

Discussion was held regarding the possibility of developing a ballot for voting purposes. Mr. Jim Fyvie noted that this method would be against the Open Meetings Act.

CMRS SUBCOMMITTEE REPORT

A. Review of Invoices

Lt. Col. Peter Munoz noted that ETSC members were provided with copies of the invoices. Support staff had previously removed all information identifying the CMRS suppliers from the documents. Contact was made by support staff with the Department of Treasury representative to confirm the CMRS suppliers are registered with the State of Michigan and if funding has been contributed under the Federal identification numbers provided by the suppliers.

A **MOTION** was made by Lt. Jim Hull to approve payment of **INVOICE 04-0052** in the amount of \$38,301.47, **INVOICE 04-0053** in the amount of \$38,425.47, and **INVOICE 04-0059** in the amount of \$40,107.47, for a total of \$116,834.41 for this supplier. Supported by Ms. Patricia Coates, the motion carried.

A **MOTION** was made by Mr. Jim Loeper to approve payment of **INVOICE 04-0045** in the amount of \$58,315.93, **INVOICE 04-0046** in the amount of \$8,250.00, **INVOICE 04-0050** in the amount of \$64,581.79, **INVOICE 04-0051** in the amount of \$8,250.00, **INVOICE 04-0056** in the amount of \$104,801.99, **INVOICE 04-0057** in the amount of \$8,250.00, **INVOICE 04-0061** in the amount of \$98,564.32, and **INVOICE 04-0062** in the amount of \$8,250.00 for a total of \$359,264.03 for this supplier. Supported by Chief Kay Hoffman, the motion carried.

A **MOTION** was made by Mr. Dale Berry to approve payment of **INVOICE 04-0047** in the amount of \$695.09, and **INVOICE 04-0048** in the amount of \$9,732.82, for a total of \$10,427.91 for this supplier. Supported by Ms. Patricia Coates, the motion carried.

A **MOTION** was made by Tpr. Michael Moorman to approve payment of **INVOICE 04-0054** in the amount of \$775,569.78. Supported by Chief Kay Hoffman, the motion carried.

INVOICE 04-0055: The Michigan Department of Treasury representative advised that this supplier has \$10,787.92 currently on hand and available in the fund. A **MOTION** was made by Chief Kay Hoffman to approve payment of **INVOICE 04-0055** to the supplier at 125 percent of the available funds at a total amount of \$13,484.90. Supported by Undersheriff Jim Hull, the motion carried.

A **MOTION** was made by Tpr. Michael Moorman to approve payment of **INVOICE 04-0043** in the amount of \$3,943.23 and **INVOICE 04-0049** in the amount of \$3,943.23, for a total of \$7,886.46 for this supplier. Supported by Chief Kay Hoffman, the motion carried.

A **MOTION** was made by Chief Paul Trinka to approve payment of **INVOICE 04-0044** in the amount of \$71,337.89 and **INVOICE 04-0058** in the amount of \$74,577.65 for a total of \$145,915.54 for this supplier. Supported by Chief Kay Hoffman, the motion carried.

A **MOTION** was made by Undersheriff Jim Hull to deny payment of **INVOICE 03-0078** in the amount of \$7,871,395.00 as the supplier has not yet provided clarification on estimated costs and chipset expenses. Supported by Mr. William Charon, the motion carried.

A **MOTION** was made by Ms. Patricia Coates to approve payment of **INVOICE 04-0060** in the amount of \$125,343.00. Supported by Chief Kay Hoffman, the motion carried.

The total amount of invoices recommended for payment at this meeting is \$1,554,726.03.

B. Notification by Suppliers to Opt Out/Remain in the Fund

Lt. Colonel Munoz noted that an attempt has been made to contact the wireless companies who contribute to the CMRS fund. Suppliers that have notified the ETSC are:

REMAINING TO SEEK REIMBURSEMENT FROM CMRS FUND	OPTING OUT OF CMRS FUND
ALLTEL	Cingular Wireless
Cellcom	RFB Cellular, Inc.
Cricket Communications, Inc.	T-Mobile
NPI OmniPoint Wireless	Thumb Cellular
Sprint	
Verizon Wireless	

It will be assumed that suppliers who have not notified the ETSC of their intent are opting to continue participation. Any new suppliers are to notify the ETSC of their intentions as soon as they enter the market.

CALL MANAGEMENT SUBCOMMITTEE REPORT

Tpr. Michael Moorman indicated that the draft call management policy is currently in the development stage and should be ready by mid-fall for the December meeting.

LEGISLATIVE ACTION SUBCOMMITTEE REPORT

A. Update on Draft Position Paper

Ms. Harriet Miller-Brown advised that work continues on the position paper as more issues were discovered at the last meeting. The work group will meet again October 6, 2004. She plans to have something to the ETSC for review prior to the December meeting.

B. Review of Senate Bill No. 1267 and 1339

Sgt. Matt Bolger advised that Senator Jud Gilbert is the sponsor for SB 1267. This bill covers reverse 9-1-1 and public safety agency access to the 9-1-1 database for emergency situations. Senator Deborah Cherry is sponsoring SB 1339 covering multi-line system technology. The last two sections of this bill have given concern to ETSC members. Sergeant Bolger recommends those members contact Senator Cherry's office with those concerns. Ms. Miller-Brown will have the work group compile a list of the concerns.

Non-urgent topics will likely not see activity by the Legislature until after the first of the year due to budgetary issues. An exception is SB 1267, as there is local pressure for action on it. Once issues are ironed out, the bill should move along. Ms. Miller-Brown advised the committee that page 2 of SB 1267 was missing and she would e-mail it to ETSC members.

POLICY SUBCOMMITTEE REPORT

Mr. Dale Berry noted that the Policy Subcommittee has not met.

Sheriff Gribler would like the subcommittee to address the following items:

1. The formation of an Executive Committee for the 9-1-1 Administrator to go to with ETSC issues.
2. Adding the 9-1-1 Administrator as an ex-official member of all subcommittees.
3. Look into the possibility of the 9-1-1 Administrator serving as a subcommittee chair.

Mr. Berry advised that the subcommittee is still looking into the conflict of interest issue with regards to ETSC members voting on issues and has asked for an Attorney General's opinion. The Attorney General's office recommended going to the State Ethics Board for advice.

Mr. Berry requested anyone interested in serving on the subcommittee to send him an e-mail indicating their desire to do so.

RECERTIFICATION SUBCOMMITTEE REPORT

Mr. William Charon discussed compliance status of counties for Phase I and II. A questionnaire was sent to counties requesting information on their status. Clarification on some issues was requested from a few of the counties. All counties were determined to be Phase I compliant (equipment in place to receive Phase I calls.)

A **MOTION** was made by Mr. William Charon to approve all counties for third quarter distribution of wireless surcharge funds. Supported by Chief Paul Trinko, the motion carried.

Antrim County was randomly selected for the next compliance review.

Sheriff Gribler reminded PSAPs to ask auditors to look at the county's wireless funds when doing their annual audits.

WIRELESS IMPLEMENTATION SUBCOMMITTEE REPORT

The subcommittee has been addressing the different locations wireless call information is received on an ANI display and the need for conformity. Mr. Lloyd Fayling has checked with other states and discovered that standardization of the wireless ANI display is a national issue.

Mr. Robert Currier from Michigan APCO gave a brief overview of the ANI display problem. There is inconsistency of where the mobile device is displayed dependent upon how the carrier delivers the number. The service provider manages the ALI format at the PSAP, resulting in different display locations of the call back number. However, there is a consistent data format for Phase II in place for all carriers that will result in call back numbers displaying in consistent locations. Mr. Lloyd Fayling suggested that the ANI display problem would become a non-issue as Phase II becomes more available.

Mr. Lloyd Fayling requested anyone interested in serving on this subcommittee notify him.

PUBLIC COMMENT

Lt. Colonel Munoz advised that the 2004 ETSC Report to the Legislature is available on the web site.

Ms. Pat Anderson from SBC advised that Schoolcraft County converted to enhanced 9-1-1 September 20, 2004. Gogebic and Baraga are the only counties remaining without enhanced 9-1-1. Baraga County's intent is not to convert. Sheriff Gribler requested the 9-1-1 Administrator make contact with Baraga County and provide assistance if needed.

Mr. Andrew Goldberger questioned why Invoice 03-0078 had not yet been paid. Lt. Colonel Munoz advised that questions placed to the supplier have not been sufficiently answered.

Mr. Goldberger also inquired if committee members' addresses and telephone numbers would be placed back on the ETSC web site, after being pulled following the events of September 11. Ms. Miller-Brown advised that the ETSC web site was undergoing an overhaul and to contact her with any questions.

Mr. Charles Nystrom noted that Barry County went to Phase II and complimented Ms. Pat Anderson and the SBC group for the good job they did.

NEXT MEETING

The next ETSC meeting is scheduled for December 14, 2004, 10 a.m., at the State Capitol, Room 426, in Lansing.

ADJOURN

A **MOTION** was made by Mr. Charles Nystrom to adjourn the meeting. Supported by Mr. William Charon, the motion carried.

Approved:

SHERIFF DALE GRIBLER, CHAIR